

## MIAMI TOWNSHIP BOARD OF TRUSTEES

OCTOBER 21, 2014

The Miami Township Board of Trustees met in regular session on Tuesday, October 21, 2014 at 7:00 PM. Trustee Ken Tracy called the meeting to order and led the Pledge of Allegiance. The invocation was given by Ken Tracy. Fiscal Officer Mr. Ferry called the roll. Attending were Trustees Ken Tracy and Mary Makley Wolff. Ms. Wolff made a motion to approve the minutes of the September 16, 2014 business meeting, September 26, 2014 special meeting and the October 14, 2014 work session, seconded by Mr. Tracy with all voting "AYE".

**Correspondence:** None

**Public Hearing:** Mr. Fronk advised of a public hearing scheduled for the new Belle Meadows Lighting District tonight. The notice of public hearing was read and Mr. Fronk stated since all of the lots are owned by the developer he does not expect any opposition to the lighting petition. The subdivision is located off Branch Hill Guinea Pike with 23 lots. The petition indicated there are four proposed street lights with a monthly operating and maintenance cost for the four lights to be estimated at \$16.95 per month. The estimated 10 year cost of the street lighting is less than \$25,000 so the project does not require competitive bidding. The Board had no objections to the street lighting district for Belle Meadows Subdivision. The public hearing was closed.

**Proclamations and Special Presentations:** Representatives from Milford High School gave a presentation on Partners for a Drug Free Milford-Miami Township 2014 Red Ribbon Week.

The Trustees proclaimed October as Fire Prevention month and recognized the work and dedication of all Fire/EMS personnel.

Fire Chief Kelly presented a Citizen Life Saving Award to Katie Schirmer who assisted with CPR and an AED on a citizen who suffered sudden cardiac arrest while exercising at Planet Fitness. Chief Kelly also recognized the Miami Township Fire/EMS staff and Police who responded.

**Department Reports:** A representative of each department presented a report of activities during the month of September 2014.

Community Development	Mr. Ethridge
Finance	Mr. Ferry
Fire/EMS	Chief Kelly
Police	Chief Madsen
Recreation	Mrs. Thibodeau
Service	Mike Mantel
Administration	Mr. Fronk

**New Business:** Ms. Wolff made a motion to pay the bills of the Township with 319 checks numbered 118971 -119290 and 17 electronic checks numbered 452 - 469 for the total amount of \$2,214,846.91 plus payroll and payroll taxes for the week of 09/13/2014 in the amount of \$403,148.87, payroll and payroll taxes for the week of 09/27/2014 in the amount of \$365,040.46 and payroll and payroll taxes for the week of 10/11/2014 in the amount of \$379,566.86, seconded by Mr. Tracy with all voting "AYE".

Mr. Fronk advised of the need for a Then and Now Certificate in the amount of \$14, 486.29.

Ms. Wolff moved to adopt **Resolution 2014-49** authorizing the Township Fiscal Officer to issue and certify a Then and Now Certificate for payment of various expenditures totaling \$14, 486.29, seconded by Mr. Tracy with all voting "AYE".

Mr. Fronk presented personnel items to the Board. The first is to amend the Deputy Fiscal Officer's health care allowance from 10% of the previous year's gross income to 20% of the previous year's gross income not to exceed \$2,000.00 effective October 21, 2014.

Ms. Wolff moved to approve the Deputy Fiscal Officer's health care allowance increase as presented, seconded by Mr. Tracy with all voting "AYE".

## MIAMI TOWNSHIP BOARD OF TRUSTEES

OCTOBER 21, 2014

Mr. Fronk is requesting the Board amend his employment contract that will amend the term ending date from July 17, 2015 to May 31, 2015, eliminate the car allowance and adjust the current annual base salary from \$111,100.00 to \$115,250.00.

Ms. Wolff moved to approve an amendment to the original Employment Agreement and subsequent extension between Laurence F. Fronk, Jr. and the Miami Township Board of Trustees to reflect an amendment to the term ending date from July 17, 2015 to May 31, 2015; the elimination of the car allowance and an adjustment of the current annual base salary from \$111,100.00 to \$115,260.00 effective October 27, 2014, seconded by Mr. Tracy with all voting "AYE".

In the Fire Department, Mr. Fronk is recommending the Board remove Steve Lantman, part-time Firefighter 2/EMT from probation with an adjusted pay rate of Base \$13.97, Day \$18.18 and Nights \$15.30 effective July 21, 2014.

Ms. Wolff moved to approve the Fire Department personnel action as presented, seconded by Mr. Tracy with all voting "AYE".

Mr. Fronk is recommending the Board make final offers of part-time employment for the following candidates with a one year probationary period: Justin Fields, Cody Martin, Robert Moore and Jamie Williams all with starting pay at Base \$15.63; Day \$19.84 and Night \$16.96.

Ms. Wolff moved to approve the Fire Department personnel actions as presented, seconded by Mr. Tracy with all voting "AYE".

Mr. Fronk recommended the Board terminate the employment of Deon Walker, part-time Maintenance Worker due to job abandonment.

Ms. Wolff moved to approve the Service Department personnel action as presented, seconded by Mr. Tracy with all voting "AYE".

Mr. Fronk presented the final 2015-2016 Miami Township Strategic Plan to the Trustees for adoption. Mr. Fronk explained staff from all departments have been working on this plan and is grateful for their hard work and dedication to this plan. Mr. Fronk is recommending the Trustees adopt the 2015-2016 Miami Township Strategic Plan.

Ms. Wolff moved to adopt the 2015-2016 Miami Township Strategic Plan, seconded by Mr. Tracy with all voting "AYE".

Mr. Fronk presented a proposal, earlier in the year, to increase the street lighting assessments due to the increasing cost of electricity. The current costs were no longer covering the cost of electricity and maintenance. The Board approved the increase in May however the new assessments will not be collected until 2015. Mr. Fronk is recommending the Board advance money from the General Fund to the Lighting District Fund to cover these lighting district costs.

Ms. Wolff made a motion to adopt **Resolution 2014-50** a resolution authorizing the Township Fiscal Officer to advance funds from the Township General Fund to the Lighting District Fund, seconded by Mr. Tracy with all voting "AYE".

Mr. Fronk advised the Board of the need to amend the 2014 Township Appropriations due to the increases or decreases in revenue or expenditures in certain funds. Most of the amendments are in the TIF funds.

## MIAMI TOWNSHIP BOARD OF TRUSTEES

OCTOBER 21, 2014

Ms. Wolff made a motion to adopt **Resolution 2014-51** a resolution amending the Township's 2014 Appropriations, seconded by Mr. Tracy with all voting "AYE".

Mr. Fronk advised the Board that federal regulations require local jurisdictions to update their Hazard Mitigation plan every five years. Pam Haverkos, Director of the Clermont County Emergency Management Agency, made a presentation to the Board on the updated Clermont County's All Hazard Mitigation Plan at the October 14 work session and explained the plan is a multi-jurisdictional plan covering all of Clermont County. Mr. Fronk is recommending the Board adopt a resolution adopting the Clermont County all Hazards Mitigation Plan.

Ms. Wolff made a motion to adopt **Resolution 2014-52** a resolution adopting the Clermont County All Hazards Mitigation Plan, seconded by Mr. Tracy with all voting "AYE".

Mr. Fronk advised the Clermont County Fire Chief's Alliance has completed its update to their Mutual Aid Agreement. The agreement establishes the framework for local governments to come to the aid of their neighbors in time of emergency. Mr. Fronk is recommending the Board adopt the Mutual Aid Agreement by resolution.

Ms. Wolff made a motion to adopt **Resolution 2014-53** a resolution to enter into a Mutual Aid Agreement, seconded by Mr. Tracy with all voting "AYE".

Mr. Fronk advised that every five years Ohio EPA issues a renewed Phase II Storm Water permit. The new permit became effective September 11<sup>th</sup> and will run for another five years. When the Ohio EPA issued its final Phase II Storm Water regulations, Urban Township were given a choice to develop its own storm water plan or partner with their County. Miami Township opted to partner with the County. As a partner, Miami Township is required to submit a new "Notice of Intent" for permit coverage. Mr. Fronk is recommending the Board authorize the Township Administrator to sign the Phase II Storm Water Permit renewal.

Ms. Wolff made a motion to authorize the Township Administrator to sign the Phase II Storm Water Permit renewal, seconded by Mr. Tracy with all voting "AYE".

Mr. Fronk advised that the Fire Department is in possession of miscellaneous surplus equipment that is no longer necessary for its operation or is obsolete. Mr. Fronk is recommending the surplus equipment be disposed of by Internet Auction pursuant to Section 505.10 of the Ohio Revised code. If no qualified bidders are found within twenty (20) days than he recommends the Administrator, or appropriate Department Head, be authorized to dispose of the equipment by destruction or other means.

Ms. Wolff made a motion to adopt **Resolution 2014-55** a resolution authorizing the sale of unneeded or obsolescent personal property no longer necessary for Township use by Internet Auction pursuant to Section 505.10 of the Ohio Revised Code. If no qualified bidders are found within twenty (20) days the administrator or appropriate Department head is authorized to dispose of the equipment by destruction or other means, seconded by Mr. Tracy with all voting "AYE".

Mr. Fronk advised the Board that the Miami Township Fire & EMS is requesting authorization to proceed with a Request for Qualifications (RFQ) for services for Station 29 that will be located on Sugar Camp Road near the intersection with St. Rt. 131. The designing, financing, bidding and construction of a new fire station will take two to three years and Mr. Fronk is recommending the Board take the first step by posting and distributing the Request for Qualifications.

Ms. Wolff made a motion to authorize the posting and distribution of a Request for Qualifications for architectural services for the design of Station 29, seconded by Mr. Tracy with all voting "AYE".

## MIAMI TOWNSHIP BOARD OF TRUSTEES

OCTOBER 21, 2014

Mr. Fronk discussed the option to expand the AIM-MRO sewer line project along Bett Ann and Riverview Drive. At the public meeting there was some support expressed. Mr. Fronk believes there is benefit to expanding the project to those two streets and is recommending the Township, through the County Water Resource Department, expand the engineering scope of work to include the sewer lines along Bett Ann and Riverview Drives. This will require an amendment to the Memorandum of Understanding to include the new streets and a change order to the engineering contract increasing the amount \$10,960.00. In the Bid Documents these two extensions are listed as alternates and if the bid prices are favorable we do the entire project and if the bid prices for construction are higher than the TIF funds will support, we will drop the extensions on Bett Ann and Riverview Drives. Mr. Fronk recommends the Board amend the Memorandum of Understanding and approve an amendment increasing the professional engineering contract.

Ms. Wolff made a motion to approve an amendment to the Memorandum of Understanding between Miami Township and the Board of county commissioners which adds Bett Ann and Riverview Drives to the AIM-MFO sewer line extension, seconded by Mr. Tracy with all voting "AYE".

Ms. Wolff made a motion to approve an amendment increasing the professional engineering contract for Santoro Engineering by \$10,960.00 bringing the new total to \$92,560.00 and that the Board recommend the Board of County Commissioners approve the amendment, seconded by Mr. Tracy with all voting "AYE".

Mr. Fronk noted the Board had a public hearing for a street lighting district for Belle Meadows Subdivision, earlier in this meeting and there was no opposition to the district. Mr. Fronk is recommending the Board adopt a resolution for this street lighting district.

Ms. Wolff made a motion to adopt Resolution 2014-56 a resolution providing for the procurement of a street lighting system, dispensing with the second reading and declaring an emergency, seconded by Mr. Tracy with all voting "AYE".

**Public Comment:** Mr. Chris Smith of the Clermont Philharmonic came forward to thank the Trustees for all of their support over the years.

**Executive Session:** Ms. Wolff made a motion to go into Executive Session to discuss pending or imminent litigation pursuant to Section 121.22(G)(3) of the Ohio Revised Code, to consider the sale or purchase of property pursuant to Section 121.22(G)(2) of the Ohio Revised Code and to consider confidential information related to the marketing plans, specific business strategy, production techniques, trade secrets, or personal financial statements of an applicant for economic development assistance, or to negotiate with other political subdivisions respecting requests for economic development assistance pursuant to Section 121.22(G)(8) of the Ohio Revised Code, seconded by Mr. Tracy with all voting "AYE".

Ms. Wolff made a motion to come out of Executive Session, seconded by Mr. Tracy with all voting "AYE".

With no further business to come before the Board the meeting was adjourned at 9:30 p.m.

ATTEST: \_\_\_\_\_  
Eric C. Ferry, Fiscal Officer

\_\_\_\_\_  
Ken Tracy, Chairperson